

**APPROVED MINUTES OF THE SPECIAL MEETING  
OF THE COUNCIL OF HERITAGE WESTERN CAPE (HWC),  
Held on Tuesday, 28 July 2020, via Microsoft Team  
at 09H00**



**1. Opening and Welcome**

The Chairperson, Mr Bongani Mgijima officially opened the meeting at 09:05 and welcomed everyone present.

**2. Attendance**

**Members**

Mr Bongani Mgijima (BM) (Chairperson)  
Mr Graham Jacobs (GJ)  
Ms Katherine Dumbrell (KD)  
Mr Ron Martin (RM)  
Ms Cecilene Muller (CM)  
Mr Stuart Hermansen (SH)  
Mr Jason Knight (JK)  
Mr Mandla Mdludlu (MM)  
Ms Vuyiseka Myakala (VM)  
Ms Emmylou Bailey (EB)

**Members of Staff**

Dr Mxolisi Dlamuka (MD)  
Ms Colette Scheermeyer (CSc)  
Ms Penelope Meyer (PM)  
Mr Jonathan Windvogel (JW)  
Ms Ameerah Peters (AP)  
Mr Olwethu Dlova (OD)  
Ms Cathy-Ann Potgieter (CAP)  
Ms Zahirah Ebrahim (ZE)  
Ms Nuraan Vallie (NV)  
Ms Brenda Rutgers (BR)

**Visitors**

Mr David Esau  
Ms Nosiphelo Mabude

Mr David Micketts  
Mr Luthando Mehlomakhulu

**Observers**

None

**3. Apologies**

Mr Stefan de Kock (SdK)

**4. Approval of agenda**

**4.1 Date 27 July 2020**

The Committee approved the agenda dated 27 July 2020 with amendments.

**5. Disclosure of conflict of interest**

5.1 None

**6. Confidential matters**

Please see annexure for minutes.

**7. Appointments**

**7.1** The Committee noted the appointments of item Chief Financial Officer (CFO) set for 09:15, Auditor General of South Africa (AGSA) set for 09:45 and ERM 10:15.

**8. Administration matters**

**8.1** None

**9. Standing items**

**9.1 Financial matters**

**9.1.1 Tabling & consideration of the 2019/20 Annual Financial Statements**

ZE and BR (CFO) presented a report, which was noted by Council.

**DECISION:**

The Council resolved to approve the 2019/20 Annual Financial Statements and the Chairperson is delegated to sign the Financial Statements and supporting documents.

**BR**

**9.2 Strategic matters**

**9.2.1 Tabling & consideration of the Internal Control Plan**

Mr David Esau presented a report, which was noted by Council.

Mr David Esau was present and took part in the discussion.

**DECISION:**

The Council resolved to approve the Internal Control Plan as tabled.

**DE**

**9.2.2 Consideration of the HWC Risk Register**

Mr David Micketts presented a report, which was noted by Council.

Mr David Micketts was present and took part in the discussion.

**DECISION:**

The Council resolved to approve the HWC Risk Register.

**DM**

### **9.2.3 Consideration of the 2020 Audit Strategy by Auditor General of South Africa (AGSA)**

Mr Luthando Mehlomakhulu presented a PowerPoint presentation, which was noted by Council.

Mr Luthando Mehlomakhulu was present and took part in the discussion.

**DECISION:**

The Council resolved to approve and certified the terms of the audit strategy and engagement letter as tabled.

**MD**

### **9.2.4 Tabling & consideration of the 2019/20 draft Annual Report**

MD presented a report, which was noted by Council.

**DECISION:**

The Council resolved to approve the 2019/20 draft Annual Report subject to the amendments.

**MD**

### **9.2.5 Tabling & consideration of the Operational Plan in line with the Delegations**

MD presented a report, which was noted by Council.

**DECISION:**

The Council resolved to approve the Operational Plan in line with the Delegations as tabled.

**MD**

## **10. Additional items**

### **10.1 Update to Wuppertal**

GJ presented a report, which was noted by Council.

Amongst other things, the following was noted by Council:

- In principle, Council have no objections to GJ engaging with Wuppertal residents in his capacity as a councillor of HWC.

**GJ**

## **11. Adoption of decisions and resolutions**

The Council adopted all decisions and resolutions.

## **12. Proposed date of the next meeting: 28 August 2020**

13. **Closure:**  
The meeting adjourned at 12:30



CHAIRPERSON \_\_\_\_\_

DATE: 28 September 2020



SECRETARY \_\_\_\_\_

DATE: 28 September 2020

Approved